



Birchwood High School

your dreams, your future, our challenge

Appointment of Acting Co-Principals

31 January 2025

Dear Parents and Carers,

I am writing to inform you that the Trustees have made a short-term appointment for our Deputy Principals, Mr Gilbank and Mrs Jacobson, to serve as Acting Co-Principals for a short period while Mr Griffin is expected to be absent from school. Mr Griffin is expected to return after the half-term break.

An Acting Principal would not usually be appointed for a short-term absence, however we have decided to formalise leadership arrangements so that we can ensure that all necessary operational decisions can be made over the next two weeks. This letter is a requirement to inform you of the temporary appointment.

Mr Gilbank and Mrs Jacobson are highly experienced leaders who have been part of Birchwood for many years and know the school well. Many of you will already be familiar with them, and I appreciate their dedication and willingness to take on this role.

Please be assured that school operations are continuing as normal at Birchwood. Any matters for the attention of the Principal can continue to be directed to Mr Griffin.

I would also like to take this opportunity to thank our entire school community for their support and cooperation during the recent Ofsted inspection. I am incredibly proud of how our students, staff, parents and carers came together to show the Inspectors what it is like to be part of our school community. Whilst we always seek to improve, an inspection is also a valuable opportunity to reflect on the many strengths of our school.

The inspection findings are currently undergoing the standard quality assurance process, which takes several weeks. This is a normal part of the Ofsted procedure to ensure consistency across all inspections. Schools are required to wait until this process is complete before sharing the final report, but as soon as we are permitted to do so, we look forward to sharing the report with all of you.

Thank you for your continued support.

Yours sincerely,

Gill Turner

Chair of the Trust Board

Principal, Mr Sam Griffin

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